



UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE
PROVO, UTAH 84601

MINUTES

September 24, 2012

Members Present:

Name		Name	
Gaye L. Ray, RN	X	Viola Ramos, MRC	X
Clyde Nielsen, PPh	X	Mayor Jim Dain	X
Superintendent Vernon Henshaw	X	Diane Lohner	X
Dianne C. Carr	X	Doug Witney, Commissioner	X
Henry M. Yeates, M.D.	X		

Others present: Dr. Joseph Miner - UCHD Executive Director, Ralph Clegg, - UCHD Deputy Director, Debbi Solen - Board Secretary

Utah County Health Department:

Terry Beebe, Maralie Godemann, Marissa Patterson, Steve Alder, Steve Mickelson, Paul Jones, and Joy Holbrook

1. Welcome and Introductions

Dr. Miner introduced Gaye Ray, our new board member. She is an RN, Nurse Practitioner, and teaches at the BYU School of Nursing. She has been appointed to complete Dr. Erin Maughan's term which expires 12/31/2014.

2. Election of Board Chair to Succeed Dr. Erin Maughan

MOTION: Jim Dain made the motion to nominate Commissioner Witney to be the Chair which was seconded by Dianne Carr. No other nominations were made. The motion passed by unanimous vote.

3. Approval of the Minutes from the July 16, 2012 meeting

MOTION: Dianne Carr made the motion to approve the minutes, which was seconded by Diane Lohner and passed by unanimous vote.

4. Review and Approve Annual Fee Schedule and Recommended Adjustments

A list of proposed fee changes was reviewed by the Board. The only fee changes this year are with the Environmental Health Division. Terry Beebe, the Division Director of Environmental Health, explained that this year the State has decided that there should be a statewide uniform fee of \$15 charged for the food handler cards. In the past each county has set their own fee. The \$15 charge is just the cost of the food handler card which is good for 3 years. The fee for training can be different from county to county. The current fee charged in Utah County is \$20 and with this decrease we will have an estimated \$55,000.00 shortage. During discussions of the uniform \$15 Food Handler Fee for 3 years the Utah Restaurant Association Representative was informed the balance of revenues for enforcement and food safety laws would be passed on to the Restaurants. There was no negative feedback expressed.

There is an increase with the plan reviews for swimming pools which have in the past been subsidized with revenue from food handler fees. The increase in these fees will cover their costs. Most of the programs pay for themselves except for Waste Water which is subsidized with money collected from other Environmental Health programs. These are annual fees and they are lower than Salt Lake County and Davis County fees. To make up the \$55,000.00 shortage it is recommended that other food service fees be increased and a few be decreased. With these proposed fees it is anticipated based on last years figures total, Environmental Health Revenues will be essentially the same.

The Utah Restaurant Association and the Administrative Rules Committee of the State Legislature were included in the negotiation with the State regarding the standard \$15 fee for the food handler card. Either the employee or the restaurant can pay for the food handler training and the card. This also will mean the cost of restaurant inspections will be increased as well. These proposed fees are more reflective of the amount of time the Health Department employee spends with each client.

A Food Service Plan Review is within 10 business days and an expedited review is within 3 business days. The majority of clients have no problem with the regular plan review. If someone is willing to pay the extra cost for an expedited review they are guaranteed to move ahead of those that are on the 10 day list without making them wait 12 days as they are guaranteed to have their plan review completed within the 10 days. There is no overtime paid to employees to accomplish this, but they can time adjust.

Utah County is always very conservative with their revenues and expenditures. Utah County has the fewest environmental scientists per capita of all of the local health departments in the state. Utah County's employee per capita rate is the second lowest in the state which is great since we are an urban, not rural, county. As a Board of Health we review the fees annually and if there is a need for an increase this should be done in small increments yearly.

Low risk means booths serving non-potentially hazardous foods, medium risk are for booths serving potentially hazardous foods prepared onsite, and high risk are for the booths serving foods that are prepared off site, cooled, and reheated onsite. Temporary food permits are issued for any public event where food will be served. If someone is found to be non-compliant no fines are imposed but the booth or business is closed down and the food is thrown away. Before anyone is issued a temporary permit they have met with someone from the Environmental Health office for face to face instruction. There should always be someone at the stand or business who has a permit.

Multi-Events for low risk with no issues do not get inspected every time. Medium risk and high risk get looked at 2 or 3 times and if they have issues they can expect to be inspected more often. The fees reflect this and will cover the \$50 cost for each inspection. Farmers Markets are now included in the temporary food permit category and there is a new permit for low risk samples only; for example, someone selling home grown peaches and giving out a slice of a peach for tasting.

MOTION: Commissioner Witney made the motion to approve the fee schedule effective January 1, 2013, which was seconded by Dr. Henry Yeates and passed by unanimous vote.

5. Community Assessment Photo Voice Project - Maralie Godemann

Maralie Godemann has been conducting the Photo Voice project because there was a slight under representation of the Hispanic population with the CASPER community health assessment that was conducted last Spring. Centro Hispano has helped her find volunteers who are willing to participate. Cameras are distributed to the volunteers who take pictures and then they return for an interview. They have been asked to take pictures of the following:

- Yourself or your family
- Where you go when you are sick
- How you have fun with your friends and/or family
- Where your food comes from
- Your main form of transportation
- Where you work
- Your dinner
- An unhealthy place in your neighborhood
- Something you do to keep your family safe or prepared for an emergency
- Something you would like to change about your community

They have completed 20 interviews with 16 females and 4 males. There are still 5 cameras out in the field with their interviews scheduled within the next month. Teen pregnancy has been noted as a concern and they have noted places that are unsafe. Dianne Carr and Viola Ramos expressed concern that some of these issues should be looked into. It was agreed that Maralie would talk to Environmental Health and that they would follow up. Environmental Health personnel never discloses who has referred them.

Maralie will continue to work on developing a quality improvement plan that will help the health department towards becoming accredited.

6. Cold Turkey 5k Run - Marissa Patterson

November 15th is the Great American Smoke-Out. This is the date set by the American Cancer Society to make a plan to quit smoking or to put your plan into action and quit smoking. Utah has the lowest smoking rate in the nation and Utah's rate has declined 50% since 1999, but smoking still kills many people in Utah.

To raise awareness about the dangers of smoking there will be a 5k (3.2 mile) run from the Provo Historic Courthouse and around the State Hospital and back on Saturday, November 17th. This is to honor and

celebrate those who have quit smoking, want to quit and those who plan to never start. Addicts to Athletes will be running. There is no cost to enter.

The first 150 people to register will be guaranteed a race t-shirt but you must be present on race day to receive the shirt. Frozen turkeys will be given as prizes to the 1st - 3rd place finishers and to any race participant who has quit smoking during the week of November 11, 2012 - November 17, 2012. This will be verified by registering with the Quit-line or perhaps with a smoke analyzer test. There will also be a prize drawing for all race participants. To register: www.coldturkeyrun.pbworks.com

Commissioner Witney suggested the Board of Health members get shirts with our logo to wear at events such as this race.

August 25, 2012 there was a Smoke Free Skatepark Day to raise awareness of the 2008 ordinance that was passed. About 500 people attended. Health Promotions have made metal signs that remind people that the skatepark is smoke free. These are going to be put up by all the cities except Provo who wants to make their own signs.

7. Annual Independent Audit Report - Ralph Clegg

Ralph Clegg summarized the Audit Report from Gilbert & Stewart, Certified Public Accountants. Utah County was in compliance with the State Treasurer provisions with the Justice Court filing one report late. The County does very well, has good internal and management controls and follows the State and Federal guidelines.

It was noted that manual overrides are periodically done during the payroll process and that there is no log or other tracking system to provide accountability. It was also recommended that each employee enter their time directly into the time entry system to avoid manual re-keying. This system is currently being used at the Health Department.

The Health Department has done very well when submitting grant reports because we double check everything. This is not the only audit that is done. Utah County has internal auditors and we are also audited by the State and Federal government for many of our programs.

There was going to be a 20% decrease in WIC funding, but with a lot of negotiating this has been reduced to an 11% decrease. Dr. Miner has been assured that for 2014 we will not see such a big decrease. Our WIC program runs very efficiently, the best in the state, so we feel we should not be cut as much as the other counties who do not run as efficiently as they should. We don't feel we should be punished for keeping costs down. Our actual funding per person served will go up but our total funding will go down because of less clients served. Our enrollment in WIC has gone down, even with the downturn in the economy and fewer babies are being born.

A few years ago the health department had a 10 million dollar surplus, but this year we only have a 2.8 million dollar surplus which with budgeting we'll use 2.2 million for next year. Utah County property taxes fund about 10% of the health department expenses with fees supporting most of the rest.

8. Review Federal Grant Funding Letter to Dr. Monroe, CDC

The Board previously gave their support of a letter to be written to the CDC. The letter was written to Dr. Judith A. Monroe who may have some influence over how the funding is shared with local health departments. The Board gave their approval and this will be mailed September 25th.

9. Approve Household Hazardous Waste Letter of Support - Ralph Clegg

Both Solid Waste Districts receive numerous calls regarding disposal of fluorescent light bulbs, paint, oil and antifreeze, batteries, herbicides, etc. and they are told about the annual collection day. It isn't very convenient for most people to store these items for a year until the next collection day. Boyd Stringham, Terry Beebe, Ralph Clegg and Commissioner Ellertson with both the North and South Solid Waste District Managers have been working on this issue for quite awhile.

Under Federal Environmental Protection Agency rules the majority of these products in household quantities are currently exempt from regulation and can be land filled along with common household trash. However, it is the Health Department's belief that future population growth within the county will in turn create an increasingly unhealthy volume of these products in the waste stream.

There has been discussion if the County should increase the garbage rate by \$1.50 per ton and hire staff to manage a hazardous waste disposal site or could we do this within the existing infrastructure. The Waste Districts have taken the lead on this and feel they can handle this at their transfer stations. They have been paying out of their budget for the annual collection day so there shouldn't be an extra cost involved or any need for extra personnel. There will be two disposal sites, one in Spanish Fork and the other in Lindon.

They will be able to sort and recycle most of the items and the items that they can't will be taken to the hazardous waste site in Tooele. Habitat for Humanity will take all of the paint. Usually when you purchase a new refrigerator the old one can be turned in for no cost. Utah Power and Light will take old refrigerators but you have to be a customer. You can take the refrigerator to the transfer station and they'll take it for a \$30 fee as they will have to drain the freon and recycle the metal. The South District has almost completed another building to handle the waste. There may still be an annual collection day event if they feel there is a need. They discussed having a regulation requiring people to dispose of their items properly, but feel at this time that there is a willingness to recycle and so we'd like to show our support to the Solid Waste Districts.

A letter of support has been written from the Board of Health to both of the Solid Waste District Managers to establish a permanent household hazardous waste reuse/drop-off station at their transfer stations that county residents can use daily.

MOTION: Gaye Ray made the motion to approve the letter, which was seconded by Commissioner Witney and passed by unanimous vote.

10. Board Member Feedback from Constituents

The most common comment from the public is "What does the Health Department do?"

Our American Fork offices had their Open House. Supt. Vernon Henshaw spoke along with American Fork's Mayor Hadfield and Dr. Miner. Diane Lohner was there as well. They have been busy with school immunizations and there have been times they have needed two nurses. Environmental Health and Vital Records are slower but with time the traffic for these divisions will increase. If Environmental Health is busy in Provo they transfer phone calls up to American Fork and the mortuaries are very happy to have an office closer.

All 3 school districts came to the PTA Health and Prevention Summit held September 13th. About 100 people attended and most were very impressed with all that the Health Department offers. Last August, Dr. Miner met with the Council of Governance (COG) and reviewed our 2011 annual report. This was a great opportunity to explain to the mayors what the Health Department does for their communities.

11. New Employees

Dr. Miner reviewed the list of employees hired and those who left. The Nursing Division at the Health Department has received a large grant for holding immunization clinics out at the schools. These are not just for the children but their parents and other adults as well. The County has hired a few more nurses and clerical staff, mostly part-time, to help with these extra clinics.

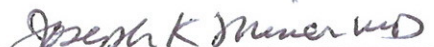
12. Other Business:

You can receive your flu shot at one of the immunization clinics being held at the schools. It's important to get a flu shot every year as the formulation is different from year to year.


Our next meeting will be held November 26, 2012.

MOTION: Commissioner Witney made the motion to adjourn the meeting which was seconded by Mayor Jim Dain and passed by unanimous vote.

Meeting adjourned at 5:40 p.m.



Joseph. Miner, M.D.
Executive Director
Utah County Health Department



Commissioner Doug Witney
Chair
Utah County Board of Health